

User Guide for the Psion Workabout Pro

for Canadian Users



General Information for FarmWorks Users

Technical support:

Alberta Agriculture: Tracy Hagedorn: 780-679-5030

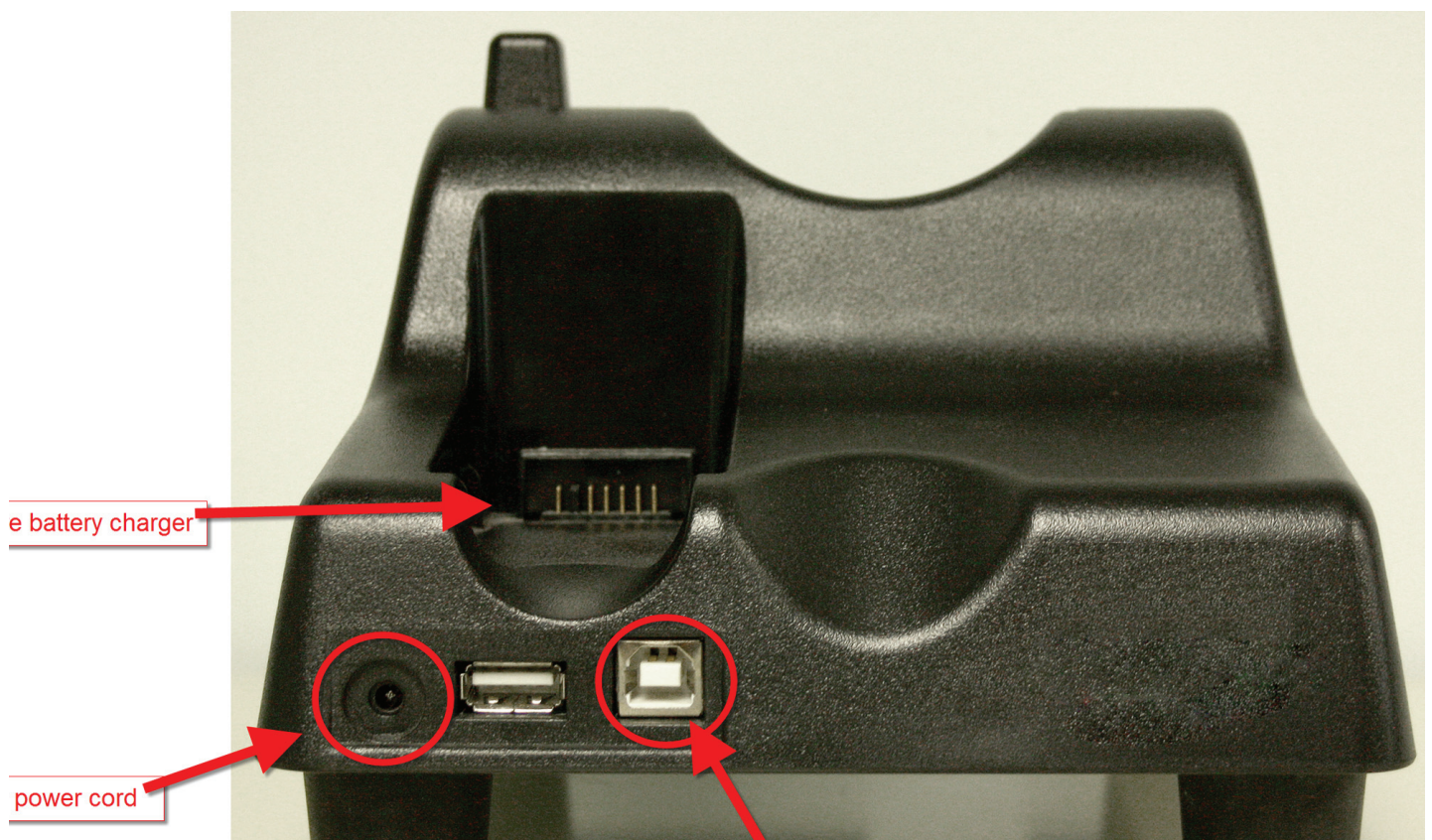
Shearwell Data: Ronald den Broeder: 780-674-9564

The Psion cradle (docking station)

The Psion Workabout Pro comes with a cradle (sometimes called a docking station) that's used for charging the internal battery and for transferring data between the Psion and the computer.

Charging the Psion

1. Connect the power cord to the port in the back of the cradle and plug the other end into the main power.
2. Dock the Psion into the cradle allow it to charge. A small green light on the front of the Psion will flash during charging.
3. Allow at least four hours to fully charge the battery from scratch.



Charging a spare battery

The cradle has a battery charger built into the back.



Changing the battery

Access the Psion battery by removing the panel on the back of the unit.

1. Exit FarmWorks and suspend the Psion.
2. Find the fasteners on the back of the Psion, close to the bottom.
3. Turn the fasteners out and upwards.
4. Gently pry up the panel from the bottom.
5. Pull out the battery and replace.



Learn the keyboard



Basic controls

1. Turn the unit on by holding down the **Enter** button for a few seconds.
2. Turn the unit off by pressing the blue **Function** button once then pressing the **Enter** button.
3. Press the **Shift** key once to type a capital letter. Press the **Shift** key twice to turn on *Caps Lock* so all letters are capitalized. Press the **Shift** key a third time to turn off *Caps Lock*.
4. To adjust the sound press the blue **Function** button twice, then press the + (plus) volume key in the centre to increase the volume or the - (minus) key to decrease the volume. Press the **Function** button once more when finished.
5. As a general rule the **Enter** button should be used to move from one field to another instead of tapping on the screen. This ensures that the data is processed and saved correctly.
6. If the keyboard stops functioning then look on the bottom toolbar on the screen to see if the Ctrl, Shift or Alt key has been left on by mistake.

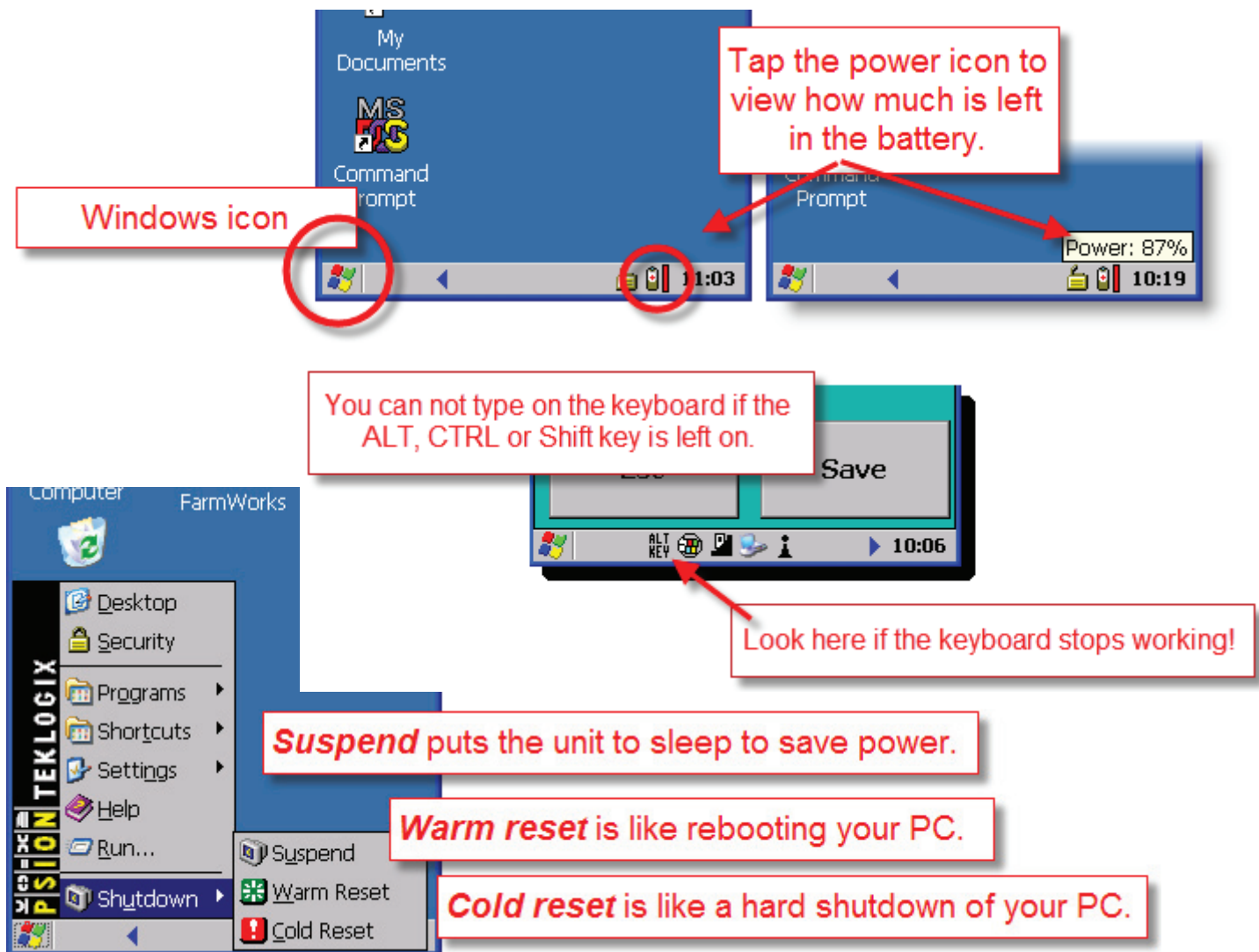
Learn the desktop

The Psion Workabout Pro is a computer running Windows CE operating system. The desktop and many of the functions will be familiar to Windows users.

Basic controls

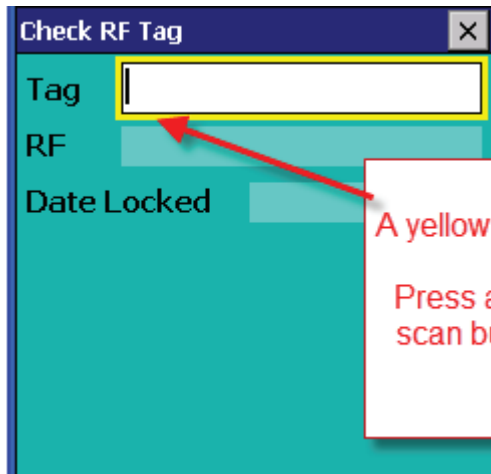
The task bar at the bottom of the screen shows the Windows icon, the time (tap to view the date) and several other icons.

1. Press the small red bar on the right side to show how much battery power is left. The Psion will work reliably down to about 5%. A low power warning will appear on the screen when the battery is in danger of going flat.
2. The unit can be turned off, rebooted or shut down by selcting hte Windows icon in the bottom corner. Select Shutdown, then choose an option. Suspend will turn off the unit to save the battery - the unit is "asleep" until the Enter button is pressed again.
3. Warm reset is the equivalent of rebooting a PC. This option could be used if the unit is malfunctioning.
4. Cold reset is like a hard shutdown of any computer and is a last resort if the unit has completely stopped responding. FarmWorks will not be damaged by a cold reset but anything else not saved in permanent memory may be lost.



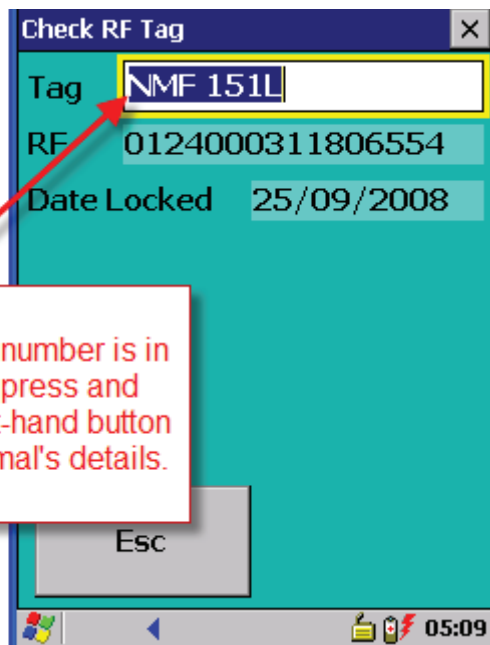
Reading RFID ear tags

The Psion Workabout Pro has two large white buttons, one on each side, that are used for FarmWorks. The button on the right-hand side is used to read an RFID ear tag. When the tag number is displayed then the left-hand button is pressed to show the animal's details.



A yellow box highlights the tag field.

Press and release the right-hand scan button on the Psion to read the RFID tag.

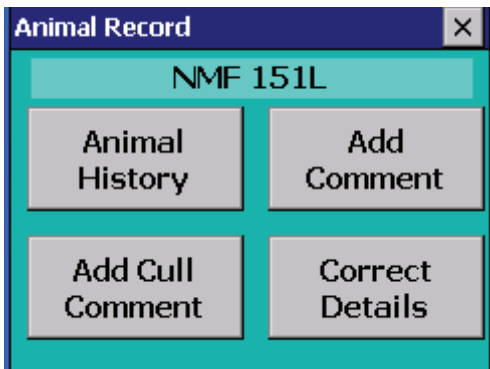


When the EID number is in the tag field press and release the left-hand button to see the animal's details.



Animal History screens

The left-hand button on the Psion opens the Animal Record screen, which has a number of different screens available for viewing an animal's details and history. Most of the screens are only for viewing, not for adding information.



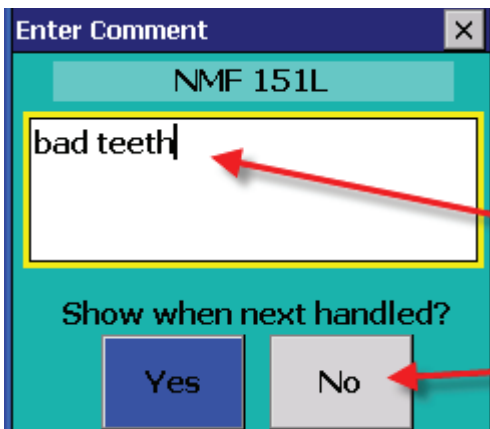
Animal Record

NMF 151L

Animal History Add Comment

Add Cull Comment Correct Details

Add Comment or Add Cull Comment allow you to type in a comment about this animal that becomes part of its permanent record once the Psion is downloaded into the computer. You can make FarmWorks reports based on what comments you record on the Psion.



Enter Comment

NMF 151L

bad teeth

Show when next handled?

Yes No

Type in a comment.
Choose whether you want that comment to come up on the screen the next time this sheep is handled.



Animal History Menu

NMF 862U

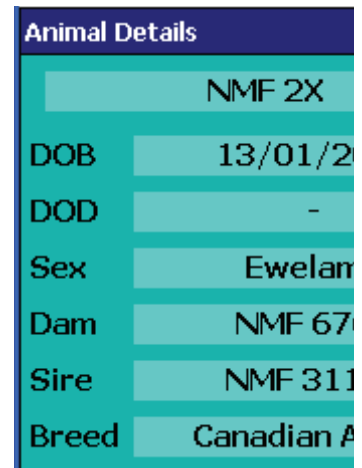
Animal Details

Weight History

Comment History

Esc

Animal Details shows the date of birth, sex, breed sire, dam, location and other details. This screen is for viewing only - you can not add any data.



Animal Details

NMF 2X

DOB 13/01/2

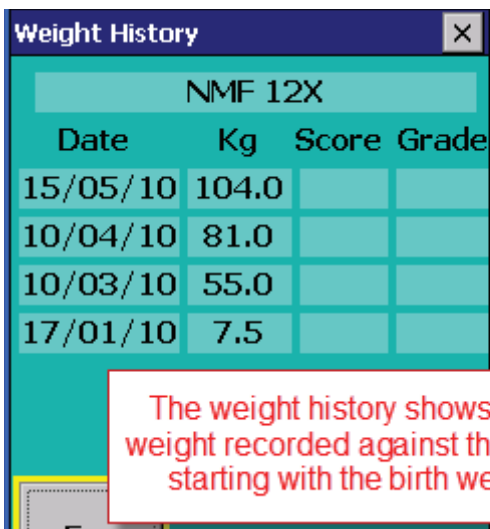
DOD -

Sex Ewelan

Dam NMF 67

Sire NMF 311

Breed Canadian A



Weight History

NMF 12X

Date	Kg	Score	Grade
15/05/10	104.0		
10/04/10	81.0		
10/03/10	55.0		
17/01/10	7.5		

The weight history shows every weight recorded against this lamb, starting with the birth weight.



Movement History

NMF 862U

Date 09/10/2008

Loc. Beaverhill Auction

Status Sent to Market

The Movement screen shows the date the animal moved on to the farm, either born or purchased, all on-farm movements that were recorded, and where the animal was finally shipped to.

The **Progeny** screen shows the number of lambs a ewe has had in her lifetime, plus the details of the most recent lamb crop. A ram's Progeny record will show the lambs he sired in hte most recent lamb crop.

Progeny Details

NMF 862U

Total progeny 6

Last lambled 05/03/2010

Progeny Details (where held)

Tag NMF 92X

DOB 05/03/2010

Sex Ewelamb

Record 1 of 2

Esc More...

Total lifetime lambs born.

Most recent lamb crop details

Treatment History

NMF 862U

Date 12/12/2009

Drug Tasvax-8way

Dose 2 Millilitres

Reason Vaccination

Treator Crew

WithDrawal 26/12/2009

Esc Back More...

Treatment history shows every drug administered and the details, including when the animal would be safe to ship after the drug withdrawal date has passed.

Scroll through if there are multiple entries.

The **Treatment History** screen shows all the veterinary treatments recorded for the animal, and details like date, dose, and the drug withdrawal date after which the animal can be safely slaughtered.

Date and Time settings on the Psion

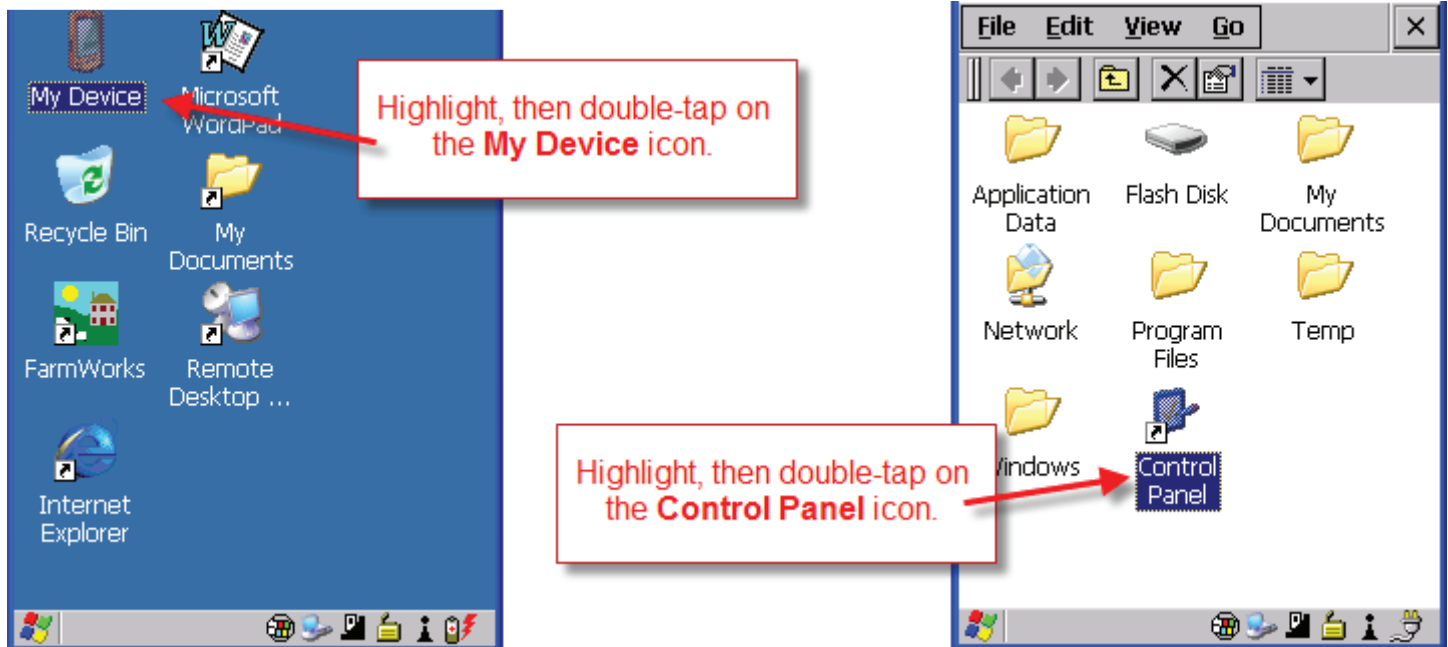
Your new Psion may have an incorrect time zone setting that results in error messages when you try to import data from the Psion to your computer. The time zone needs to be changed from Greenwich Mean Time to Mountain Standard Time for Alberta.

Important!

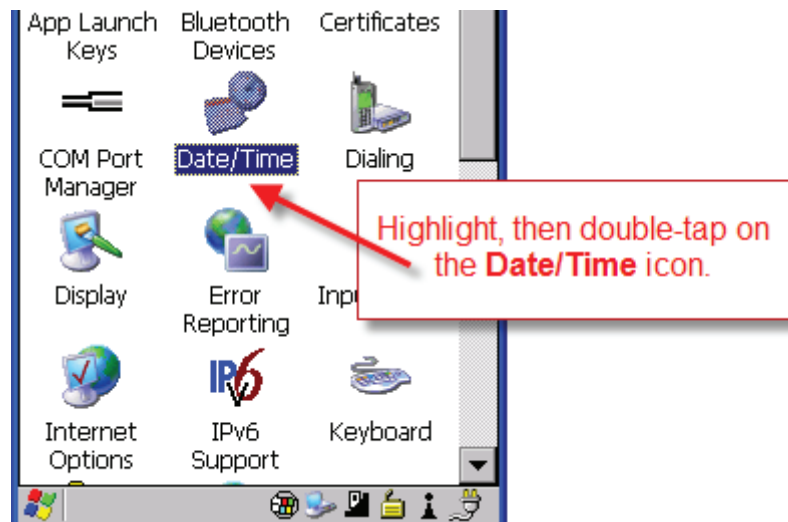
Never make changes to the date and time format without being expressly instructed to do so! Some of the settings are critical to the Psion functioning and must not be tampered with!

Changing the time setting

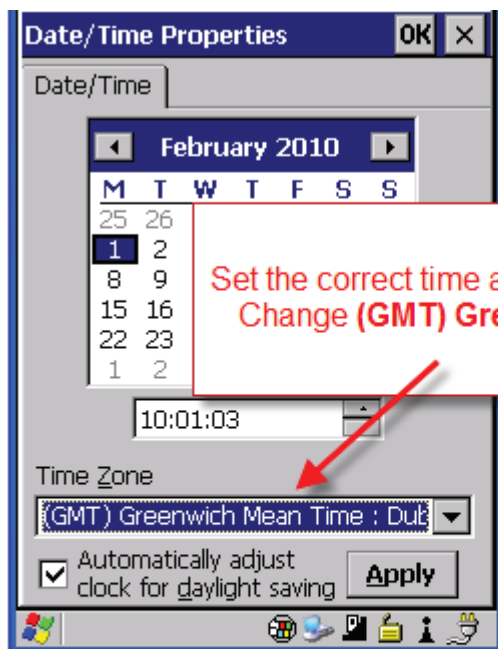
1. Close the FarmWorks program on the Psion.
2. On the Psion desktop, double-tap the **My Device** icon.
3. Double-tap on the **Control Panel** icon.



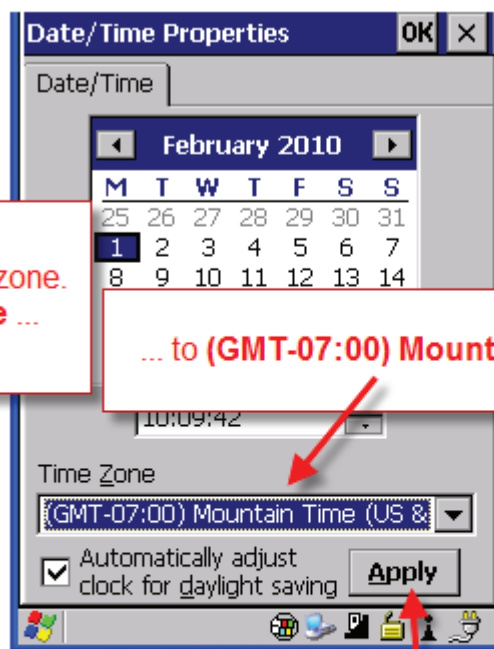
4. Double-tap on the **Date/Time** icon.



5. Change the time and date if needed.
6. Find the Time Zone settings at the bottom of the screen. Change **(GMT) Greenwich Mean Time** to **(GMT 7:00) Mountain Time**.
7. Press **Apply** to save your changes.



Set the correct time and change the time zone.
Change **(GMT) Greenwich Mean Time** ...



... to **(GMT-07:00) Mountain Time**.

Tap **Apply** to save your changes.